

FIELD WORK VEHICLE USE AUTHORIZATION FORM

Pursuant to the Administrator's Memorandum "FY 2015 Reauthorization for Use of Government Vehicles between Home and Work by EPA Employees Conducting Field Work", and as limited herein, the employee listed below is authorized to use a government vehicle for travel between the employee's residence and place of employment for purposes of engaging in "field work."

Employee Name (Printed)	Gary Moore
Employee Title	On-Scene Coordinator
License Number of Vehicle Assigned to Employee	G62-1699R
Duration or Date(s) that Field Work Activity is Authorized	11/5/2018 – 3/11/2019
Location of Employee's Residence	
Justification for Field Work Determination (<i>Include field work activity, location, and how home-to-work transportation substantially increases the efficiency and economy of the Government</i>)	The vehicle will be used for daily transportation to and from the employee's residence to the FJ Doyle Residential Superfund Removal Site and for use at the site performing the removal action. The FJ Doyle removal site is located in Leonard, TX, which is approximately 55 miles from the employee's residence. Paying daily POV mileage or use of a rental car for daily transportation significantly increases project cost over use of a GOV. Also, lodging near Leonard, TX significantly increases cost to the government for lodging/per-diem expenses. Parking the GOV at the employee's residence maximizes the work hours of the employee at the site, performing the role of the OSC rather than the investment of time trading vehicles at the Addison Warehouse twice each day. This also reduces cost to the government for the comp/overtime hours necessary to trade vehicles each day at an alternate location. The duration of the residential removal action is 4 months.
Employee's Signature and Date	
Authorizing Official Name (Printed)	James McDonald Assistant Regional Administrator for Management
Authorizing Official's Signature and Date	
Authorizing Official Notes	

All fields of this form must be completed. This form must be signed by an authorizing official. The authorizing official is responsible for determining if home-to-work transportation is justified and increases the efficiency and economy of EPA operations. The authorizing official must provide the completed form to the applicable fleet manager who must maintain it in accordance with the agency's records retention policy.